

The Next Step: Make Your Ambitions Reality

Session	Time	Agenda Item
	9:00-9:15	Registration
	9:15-9.30	Kick off
1	9.30-11.00	Asserting myself, my personal journey:
		Sally Martin - Consultancy Manager, Shell Downstream Management Consultancy. President; Shell Women's Network Joan MacNaughton - Alstom, Senior VP Power and Environmental Policies Rhonda Morris - General Manager, Marketing Chevron Maria McCaffery, MBE - Chief Executive, RenewableUK (formerly BWEA)
	11.00-11.15	Coffee
2	11.20-11.50	What do you really want? Emma Chilvers - Professional Coach and Founder of LeaderWithin
3	11.50-12.40	Assertive not Aggressive: Using Your Natural Energy Angela Dunbar - Professional Coach
	12.40-13.20	Lunch
4a	13.20-14.50	Your Personal Brand Mark Huggins, Associate Consultant, Aziz Corp
4b		The Art of Good Negotiation Anthony Layden CMG, UK Foreign Office
	14.50-15.10	Coffee
5	15.10-15.50	The Importance of Finding the Right Mentor to Guide You Jan West, Project Manager, MentorSET
6	15.50-16.20	Mentoring breakout sessions
		Carolina Coll, Deputy Head of Corporate Reserves, BG Group
		Maria Jimenez, Principal Production Technologist, Senergy
		Maria Pascoe, Principal Geotechnical Consultant, AMC Consultants
		TBC
7	16.20-16.50	Getting what you really want Emma Chilvers
8	16:50- 17:00	Wrap up
	17.00 onwards	Networking Drinks

After the success of last three years events the SPE in association with the Energy Institute and Women in Mining are proud to invite you to its **4th annual** CPD accredited One-Day Continuing Education Seminar:

Women in the Energy Industry

The Next Step – Make Your Ambitions A Reality

Thursday 13th May 2010, Geological Society, London

Do you know where you want to end up but have no idea how to get there? Do you feel success is not all about work? Are you interested in the differences in being assertive and not aggressive?

This one-day seminar addresses some of the key challenges women face in the energy industry. It will give you the time and space to work on your personal and career development. The day will share experiences and advice from senior women in the industry and our expert-led mini workshops and career-oriented sessions will allow you to hone in on your ambitions and maximise your career potential. This event is an absolute must for everyone whatever stage you are in your career.

Agenda:

Asserting Myself; My Personal Journey

Ladies with very different careers explain to us how their respective careers have developed, what challenges they have faced and how they have sought to overcome them and what ambitions they had, if any, to get to where they are today.

Sally Martin - Consultancy Manager, Shell Downstream Management Consultancy. President; Shell Women's Network

Joan MacNaughton - Alstom, Senior VP Power and Environmental Policies

Rhonda Morris - General Manager, Marketing Chevron

Maria McCaffery, MBE - Chief Executive, RenewableUK (formerly BWEA)

What do you Really Want?

This session will take you through some ideas to help you think about what it is you really want whether it be in work or at home.

Emma Chilvers, Founder, LeaderWithin

Assertive not Aggressive – Using Your Natural Energy

Being Assertive is not just using a certain set of communication skills or behaviours. Assertiveness is, first and foremost an attitude of mind with an accompanying set of beliefs about yourself and the world around you.

There is a very fine line to being perceived as aggressive or assertive. During this session you will be taken through 5 top tips on how to be assertive and not appear as aggressive.

Angela Dunbar, Professional Coach

Concurrent workshop sessions:

1. Your Personal Brand

The Aziz Corporation works with clients at Board level and those with Board potential. In this session, you will be provided with robust and focused advice on how to create your own unique brand to make you stand out from the crowd.

Mark Huggins, Associate Consultant, Aziz Corporation

2. Good Negotiation

Every day second of every day we negotiate. In this session learn from a highly experienced negotiator how to achieve a win-win situation for both parties and have a go at trying different techniques through the interactive activities.

Anthony Layden CBE, UK Foreign Office

The Importance of Finding the Right Mentor

Have you ever thought about finding a mentor? Do you have a mentor but think you need a change? Do you have a mentor that sits outside your organisation? MentorSET is an organisation that helps pair mentors and mentees. Recently they carried out a number of in-depth interviews with mentees to find out how they had benefitted from having a mentor. The interviews provided useful feedback, for example it was identified that mentoring has positive impacts upon mentees families, colleagues and employers. All the interviewees had benefitted significantly as a direct result of the mentoring yet nearly all went into the relationship with no real expectation of what they would achieve.

Jan West, Project Manager, MentorSET

Mentoring Breakout Sessions

This is your opportunity to sit in a smaller group of delegates with a senior technical or managerial lady from the energy sector and to discuss any issues, ask advice, raise questions you may have or just to sit back and listen in an informal, non-threatening environment.

Managerial:

Carolina Coll, Deputy Head of Corporate Reserves, BG Group

And TBC

Technical:

Maria Jimenez, Principal Production Technologist, Senergy

Maria Pascoe, Principal Geotechnical Consultant, AMC Consultants

Getting What You Really Want

To finish the day, we will take time to reflect on everything that has occurred during the day. The outcome of this session is to identify any actions both short, medium and long term that you would like to see happening and how you might go about ensuring their success.

Emma Chilvers, Founder, LeaderWithin

Close and wrap-up followed by networking drinks for all participants

The agenda for the day can also be viewed online at:

<http://www.spe-uk.org/Default.aspx?LocID-0a4008002.Lang-EN.emID-958.cal=yes.EventID-13277.htm>

Location: Geological Society, Piccadilly, London, W1

Date: Thursday 13th May 2010

Time: Registration from 09.00, seminar starts 09.15 - 17.00

Price: **ONLY £35** for everyone! (Price includes VAT, lunch and documentation)

Early booking is highly recommended. Bookings can be made online at <http://www.katemcmillan.co.uk> or by emailing katespe@aol.com or call 07736 070066